

# PRIVACY POLICY

Last updated: July, 07, 2022

This Privacy Policy describes how and why we (Crypton Studio, SIA) might collect, store and use (also “process”) your information and data when you use our Site. The Site means the <https://crypton.studio/> , <https://factory.crypton.studio/> , <https://outstaff.crypton.studio/> websites as well as other media form, media channel, mobile website or mobile application related, linked, or otherwise connected thereto.

If you do not agree with our policies and terms, please do not use our Site.

This Policy is an integral part of our Terms & Conditions

## WHAT INFORMATION DO WE COLLECT

We collect personal information that you provide to us when you fill in the feedback form or contact us by other way. We do not process sensitive information. All personal information that you provide to us must be true, complete and accurate.

## INFORMATION AUTOMATICALLY COLLECTED

We automatically collect certain information when you visit, use or navigate the Site. This information does not reveal your specific identity (like your name, surname or contact information) but may include device and usage information, such as your IP address, browser and device characteristics, operation system, language preferences, referring URLs, device name, country, location, information about how and when you use our Site, and other technical information. This information is primarily needed to maintain the security and operation of our Site, and for our internal analytics and reporting purposes.

Like many businesses, we also collect information through cookies and similar technologies.

## HOW DO WE PROCESS YOUR INFORMATION

We process your information to communicate with you, offer you vacancies, manage our Site, for security and fraud prevention, to comply with law.

Type of information	Purposes of process
Personal data: <ul style="list-style-type: none"><li>• Name (Surname);</li><li>• Email;</li><li>• Telegram account;</li><li>• Phone number</li></ul>	Communication with you, offer you vacancies or services, consultations
Impersonal data (device and usage information): <ul style="list-style-type: none"><li>• IP address;</li><li>• browser and device characteristics;</li></ul>	Security and operation of our Site, and for our internal analytics and reporting purposes; Statistical and other research based on

<ul style="list-style-type: none"> <li>● operation system;</li> <li>● language preferences;</li> <li>● referring URLs;</li> <li>● device name;</li> <li>● country, location;</li> <li>● information about how and when you use our Site;</li> <li>● other technical information.</li> </ul>	Impersonal data
Cookies	Security and operation of our Site, and for our internal analytics and reporting purposes; Statistical and other research based on Impersonal data

**NOTICE:**

- We process your information only within the scope of our business.
- We do not share your information with third parties.
- We do not publish your information on our Site so that such information may be shared with other users.
- There is no possibility for users to create an open (public) account on our Site. The contact (feedback) form intended solely to start communication between you and us.
- We do not knowingly collect data from children under 18 years of age.

IN ANY TIME YOU HAVE THE RIGHT TO MAKE US A REQUEST WE TO DELETE YOUR DATA FROM OUR ACTIVE DATABASES. PLEASE MAKE SUCH A REQUEST BY OUR CONTACT FORM OR BY EMAIL TO MAIN@CRYPTON.STUDIO.

## INTERNATIONAL ARTICLE

Our Site is located in Latvian Republic. If you use our Site from outside, please be aware that your information may be transferred to, stored and processed by us in another country. However, we will take all necessary measures to protect your personal information in accordance with this Privacy Policy and applicable law.

## HOW LONG DO WE KEEP YOUR INFORMATION

We will keep your personal data for as long as it is necessary for the purposes set out in this Privacy Policy. No purpose in this notice will require us keeping your personal information for longer than 10 (ten) years.

When we have no ongoing legitimate business need to process your personal data, we will either delete or anonymize such data.

## UPDATES TO THIS NOTICE

We reserve the right, in our sole discretion, to make changes or modifications to these Privacy Policy at any time and for any reason. We will alert you about any changes by updating the “Last updated” date of this Privacy Policy. Please ensure that you check the applicable Privacy Policy every time you use our Site. You will be subject to, and will be deemed to have been made aware of and to have accepted, the changes in any revised Privacy Policy by you continued use of the Site after the date such revised Privacy Policy are posted.

## ELECTRONIC COMMUNICATION

Electronic communications include visiting the Site, sending us emails, filling in online forms and other similar activities. You consent to receive electronic communications, and you agree that all agreements, notices, disclosures and other communications we provide to you electronically, via email and on the Site, satisfy any legal requirement that such communication be in writing.

## QUESTIONS OR COMMENTS

We welcome comments, questions, concerns, or suggestions. Please send us a message via email ([main@crypton.studio](mailto:main@crypton.studio)), phone +371261191169 or any messenger or social media, specified on our Site.